

## **Snohomish County District Court**

**Contested by Mail Hearing.** Instead of appearing in court on the date and time scheduled on your notice of hearing, you have the option of a contested hearing by mail. If you decide to proceed with a hearing by mail, you will not be required to appear in court. Instead you must complete the Defendant's Declaration on the reverse side of this form and mail or deliver this form to the court listed on your notice of hearing prior to your scheduled hearing. If you have any witnesses, they too must submit declarations. On the date of your scheduled hearing, the Court will review the declarations filed and the police officer's sworn statement and render a decision. If the Court finds that the infraction has been committed, it will impose a monetary penalty and those infractions designated as 'traffic infractions' will be reported to the Department of Licensing. If the infraction is found committed, you have NO right to appeal the court's decision if you contest by mail. IRLJ 3.5. You will be notified by mail of the Judge's decision.

☐ **I request to mitigate my infraction by mail.** Please check this box if you wish to mitigate your infraction by mail. Mitigation means that you agree you committed the infraction(s) but wish to explain the surrounding circumstances and request reduction in the monetary penalty. If you were charged with No Proof of Insurance under RCW 46.30.020, and you have proof that you were properly insured on the date and at the time of the violation, please include a copy of that proof along with your declaration. On the date of your scheduled hearing, the court will review your declaration and the police officer's sworn statement and render a decision. The infraction(s) will be found committed and a monetary penalty will be determined. Those designated as 'traffic infractions' will be reported to the Department of Licensing. You agree to pay the Court-ordered penalty within the specified time ordered. You will be notified by mail of the Judge's decision.

☐ **I request to be considered for a Deferred Finding by mail.** Please check this box if you wish to be considered for a deferred finding by mail. The granting of a deferred finding is discretionary and Judges may not grant deferred findings on some infractions. A person may not receive more than one deferral within a seven-year period for a moving violation and more than one deferral within a seven-year period for a nonmoving violation. RCW 46.63.070(5)(b). A person who holds a commercial driver's license or who was operating a commercial motor vehicle at the time of the violation may not receive a deferral. RCW 46.63.070(5)(c). "Commercial vehicle" means any vehicle the principal use of which is the transportation of goods for sale or passengers for hire. RCW 46.04.140. If you are eligible for a deferred finding you will be assessed a \$125.00 administrative processing fee which must be paid within 30 days. The deferred infraction will be dismissed upon payment of the administrative processing fee.

**The Court must receive your declaration AT LEAST FIVE DAYS PRIOR to your hearing date.**

The court, prior to the scheduled hearing date, **must** receive all declarations. Declarations, which are not received prior to the scheduled hearing date, will not be considered. If the court does not receive your declaration by the hearing date and you fail to appear for the hearing, the infraction will automatically be found committed, a \$52 default penalty will be added and the finding will be reported to the Department of Licensing. Unpaid fines may also result in a referral to a collection agency and suspension of your privilege to drive.

(Please complete Defendant's Declaration on reverse side)

**Snohomish County District Court**

☐ Cascade Division  
415 E Burke  
Arlington, WA 98223  
(360) 435-7700  
Fax: (360) 435-0873

☐ Everett Division  
 3000 Rockefeller M/S 508  
 Everett, WA 98201  
 (425) 388-3331  
 Fax: (425) 388-3565

☐ Evergreen Division  
14414-179<sup>th</sup> Ave SE  
Monroe, WA 98272  
(360) 805-6776  
Fax: (360) 805-6755

☐ South Division  
 20520-68<sup>th</sup> Ave W  
 Lynnwood, WA 98036  
 (425) 774-8803  
 Fax: (425) 744-6820

## **Defendant's Declaration**

I wish to submit my case to the court on written statements. I have read and agree to abide by the rules and procedures governing hearings by mail. I agree to pay any penalty imposed in the time provided by the court. I understand that Court Rules do not permit an appeal of the court's decision.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

I certify or declare under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Address:

Hearing Date &amp; Time: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Ticket Number (required):

Phone: \_\_\_\_\_